



# Mushtaq Khan

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## Objective

To obtain a decent position in the field of Management where my abilities could flourish and groom. Goal-directed result oriented professional with a strong engineering and educational background. A skilled communicator, persuasive, adaptable and self-motivated with high energy, initiative, and focus. Keen insight into the needs and views of others -able to listen and identify issue or problem areas and form innovative solutions. Professional, personable and articulate in the presentation.

## Work experience



Country Manager (BDM) BelFone| South Asia Overseas Department.

BelFone Luojiang Quanzhou Fujian China.

**From 10-October, 20 To Till Date**

### **Responsibilities:**

Defining and implementing the right business strategy.

Responsible for APAC Sales of BelFone Communication LTD.

Responsible for managing BelFone product line, business development and sales & marketing to drive profitable business growth.

Business development for the products such as: DMR (UHF/VHF), TETRA, LTE, IOT, Satellite Communication, Control & Command Center & MCPTT.

Developing & leading sales strategy in coordination with the senior management. Identifying new business opportunities to grow the company's sales revenue in the region.

Coordinating with the Bids team on requirements, creation of proposals and price strategies.

Achieving strategic sales goals.

Identifying routes to customers and strategic partnerships.

Driving growth in the region and generating revenue by being quick to map existing opportunities and act on them.

Increasing our sales in different public and private sectors, such as Governments, Public safety, Transportation Companies and integrators, Mining and Oil & Gas.

Opening up of new markets.

Developing key alliances in the APAC region.

Specialties: Worldwide Business Development, Sales & Marketing Strategic Planning, Accounts Management, Contract Negotiations, Forecasting & Opportunity Management, B2B and B2G contracts, Management, LTE, PMR.

**SUNWAVE Communication CO., LTD. China.**

**01-March, 2020 to October, 2020**

Develops sales strategies and approaches for various products and services, such as special promotions, sponsored events, etc. Answers questions from clients about product and service benefits. Maintains excellent relationships with clients through superior customer service.

Promoting the company's existing brands and introducing new products to the market.

Analyzing budgets, preparing annual budget plans, scheduling expenditures, and ensuring that the sales team meets their quotas and goals.

Researching and developing marketing opportunities and plans, understanding consumer requirements, identifying market trends, and suggesting system improvements to achieve the company's marketing goals.

Gathering, investigating, and summarizing market data and trends to draft reports.

Implementing new sales plans and advertising.

Recruiting, training, scheduling, coaching, and managing marketing and sales teams to meet sales and marketing human resource objectives.

Maintaining relationships with important clients by making regular visits, understanding their needs, and anticipating new marketing opportunities.

Staying current in the industry by attending educational opportunities, conferences, and workshops, reading publications, and maintaining personal and professional networks.

Strong analytical, organizational, and creative thinking skills.

Excellent communication, interpersonal, and customer service skills.

Knowledge of data analysis and report writing.

The ability to understand and follow company policies and procedures.

The ability to work under pressure.

Channel partners management.

Prepare sales quotation and support the Product Team

Manage sales pipeline, forecast monthly sales and identify new business opportunities

Work towards sales and revenue target set by Sales Director.

Implement channel marketing plans set out by Product and Marketing Team.

Work closely with sales and technical teams within the channel partners to arrange enablement and update sessions.

Give feedback on successful sales promotions, incentives, etc.

Address partner related issues, sales conflicts and pricing issues in a timely manner

Work on cross-selling opportunities.

## **Manager Operations IBS/DAS Project China Mobile & Telenor Account**

### **Shenzhen GrenTech RF Communication Ltd.**

**January – 2020 TO December, 2015**

Developed the company infrastructure and growth plans, financial/managerial accounting and office management. Controlled company finances for all three locations (North/Center/South), including cash flow management, expenditures, and investments.

- ✓ Responsible for over millions worth USD of assets and control of a PKR 30 million annual budget as well as payroll, scheduling, insurance and all other aspects of the human resources division.  
Led Company through a major financial, human resource and operational systems overhaul Promoted from controller  
Reduced company debt by within two fiscal quarters
- ✓ making the Nation-Wide Preventive Maintenance Plan on a monthly basis
- ✓ keeping check and balance system for PM nationwide
- ✓ Analyzing PM reports from all the regions.
- ✓ Generating technical analysis reports as per the actual ground situation.
- ✓ keeping correspondence with Network operation center for resolving PM issues being encountered at sites.
- ✓ monitoring of external alarms after PM.
- ✓ following up PM activities as per schedule.
- ✓ Site Database Maintenance for over 2000 sites
- ✓ Site List Maintenance for over 1500 sites.
- ✓ Resolving Technical issues with the coordination of Engineers. Quality Control of PM and CM as per their audit and MTTR breach.
- ✓ Spare Parts control for all regions.
- ✓ Control log sheets on a monthly basis Invoice Database Management Monthly Invoice Report
- ✓ making monthly Spare part report
- ✓ Team supervision and performance management.

## **Assistant Manager Operations Telenor IBS/DAS Project**

December, 2015 – February, 2016

### **Shenzhen GrenTech RF Communication Ltd.**

Monitoring and Execution of the deployment process of more than 1000 IBS/DAS and RF Repeaters sites used for different Technologies for different operators in Pakistan. Overseas project implementation, designs sets by selects it's, analyzing data, and prepare customer documentation.

- ✓ Oversee the configuration, testing, and commissioning of microcell networks.
- ✓ Accountable for maintenance and support, recommend post optimization configuration changes, support NOC and troubleshoot performance issues and support new technology trials and create test plans.
- ✓ Management responsibilities include Internal/external staff and technical education and training.
- ✓ Manage projects including multi-operator 2G/3G/4G IBS/DAS design preparation for different high-rise buildings in Pakistan.
- ✓ Invoice approval and cost management. Maintenance of tools and assets.
- ✓ Enforcement and measurement of procedures, process, and standards.
- ✓ Conduct field work and measurements.
- ✓ Perform analysis and troubleshooting.
- ✓ Meet and present to customers.
- ✓ Preparing Technical Proposals and RFQ.
- ✓ Providing Technical support to Marketing and Production teams for seeking new marketing opportunities.
- ✓ Accountable for managing assigned existing customer(s) with a focus on new business generation and/or, Accountable for developing new customer's acquisitions and managing their growth requirement.
- ✓ Develop a trusted relationship with key customer stake holders/decision makers Telenor corporate strategy.
- ✓ Market strategy for the focused customer(s), own the strategy execution plan, and responsible for the periodic communication around this plan.
- ✓ Identify competition weaknesses, define creative solution positioning and commercial/Technical models including business case(s) to win the business develop use case(s)/value based selling approach to influence customers and position.
- ✓ Telenor/China Mobile a head of the competition present and defend opportunities internally to Telenor/China Mobile management based on attractive value proposition/ business case and get buy-in to pursue them formulation of commercial/ Technical and legal contractual terms and conditions with customers, consortium collaborating in negotiations, formulating and implementing contracts in the project claim and change order management Risk and opportunity management Effective asset and cash management. Monitoring Overall 5 Operators (Telenor/China Mobile/ Etisalat Afghanistan/Waridtel / Ufone) DAS/ IBS Repeaters
- ✓ Indoor Outdoor Projects Nationwide in Pakistan.
- ✓ Team to ensure the success of swap activities. Managing the Issue tracker for swap activities and escalating to corresponding project teams to get solved. Preparation the swap notification and report for each swap activity. Provide project management consultation 3G/4G(LTE) technologies (All are IBS/DAS sites) Regular evaluation for the ASPs and the project team as well.
- ✓ Prepare training program for the team so the ASPs and for the project team members.
- ✓ Arrange for regular meetings with the ASPs to check, monitor and control progress and performance of the working teams.
- ✓ Dismantle and packing and return the dismantled equipment to GrenTech warehouse and then to release It to Etisalat team to be redeployed again. Provide project management with progress and status reports on Installation, verification, and acceptance.



## **Sr. Sourcing Executive**

**Jan, 2011 – November, 2015**

### **Shenzhen GrenTech RF Communication Ltd**

Accomplished executive with hands-on experience in leading sales and marketing, operations, human resources, and P&L oversight in start-up, growing and mature organizations. Results-oriented, decisive leader with proven track record of success in designing and executing business plans that gain market share, revenue, and improve efficiencies for multi-million-dollar financial services and renewable energy organizations. Excel in fast-paced, rapid-change environments and maintain a positive, high-energy focus toward achieving desired results

- ✓ Business and Growth Strategist
- ✓ Human Capital Design & Management
- ✓ Visionary Leader
- ✓ Team Development
- ✓ Managed RFQ and contract pricing established new customers and maintained current accounts
- ✓ Allocated Customers inventory and coordinated releases.
- ✓ Supply Management
- ✓ Procurement
- ✓ Business Development
- ✓ Team Building
- ✓ Logistics
- ✓ Sites Acquisitions



## **Sales Specialist China Mobile (ZonG) Account**

**August, 2008 - December, 2010**

### **Shenzhen GrenTech RF Communication Ltd.**

Market strategy for the focused customer(s), own the strategy execution plan, and responsible for the periodic communication around this plan. Formulation of commercial and legal contractual terms and conditions with customers, consortium partners and subcontractors.

Collaborating in negotiations, formulating and implementing contracts in the project risk and opportunity management Effective asset and cash management period-related planning of all business management key performance indicators

Provide accurate and timely costs and cash flow forecasting implementations and maintenance of project commercial planning and controlling tools monitoring, controlling and updating of project costs, risks, billings, Invoicing, accruals, provisions, hedging, bank guarantees, insurance, Taxation, project reports etc.

Regular communication with all stakeholders e.g. consultants, Customers, contractors, vendors, consortium partners etc. Ensure compliance with regulations and guidelines.

Develop and maintain robust internal control mechanism.

Accountable for managing assigned existing customer(s) with focus on new business generation; and/or, accountable for developing new customer's acquisitions and managing their growth requirement. Develop trusted relationship with key customer stakeholders/decision makers measured by financial KPI driven by Order Intake and a Sales incentive defined in line with Nokia corporate strategy. Team to ensure the success of swap activities.

Managing the Issue tracker for swap activities and escalating to corresponding project teams to get solved.

Preparation the swap notification and report for each swap activity. Provide project management consultation to steering Committees. 3G/4G (LTE) technologies (All are IBS/DAS sites)

Regular evaluation for the ASPs and the project team as well.

Prepare training program for the teams of the ASPs and for the project team members

Progress and performance of the working teams.

## **Al-Fajr International PTML Ufone Account**

December, 2007 - July, 2008

- Site Survey.
- Design of Indoor/outdoor coverage solution. BTS installation site Installation. Commissioning of Huawei BTS (3006cand3002c). Using Site Master to check VSWR and cable Losses. Using Spectrum Analyzer to
- check BTS and RF Repeater/power. Drive Test/ Walk Test.
- RF Channel Optimization through TEMS Investigation6.1. BCCH Handover and Re-selection
- Test GPRS Test. EDGE Test Final Report Performance of Final ATP with Operator.

### **Site Acquisition Engineer**

Worked with Site Acquisition Department North (Ufone Project). Duties were to manage database for Site Acquisition

- Coordinate with subcontractors for timely submission of leases.
- Submission of leases to Ufone (PTML).
- Coordination with Ufone (PTML) for lease issues.
- Coordination with RAN, TXN and Civil for reports.
- Plan TSS visits for site acquisition.
- Coordination with site owners for different issues (Rent reduction, resolving of access issues, issues of demolishing).
- Coordination with HQ for different reports.

### **Acceptance Tasks:**

- Starting from finishing the acceptance with our subcontractor and ended by the acceptance with Ufone and this happens in several steps of site is RFA, PAT, PAC, and FAC.  
Regarding to the acceptance procedure with our subcontractors; it starts earlier from receiving

The self-checker port and the photo gallery for the sites from the subcontractors, check then app revisited so make double check in the site quality and its status if it is RFA or not and this is done by our own teams (PAT or provisional.

Acceptance Test) When we ensure that the site is RFA, we make plan for the acceptance and precede in the acceptance visits with Ufone.

Representative We prepare the snags or reserves report and then in to the subcontractor with the time plan for rectification as per Ufone SLA system (Critical snag; 24Hours, The Major snag;48 Hours and The minorsnag;96Hours). Follow up the rectification process to ensure that the site is clear of snags then send the rectification report to Ufone to get their confirmation that the site is accepted from Ufone side and then to prepare the complete cluster for acceptance to get the PAC certificate for the cluster and then to proceeding the FAC certification

- **Position/achievements (Milestones)**
- Setting unique and final quality standard for the projects and get Ufone confirmation regarding Maintenance of already installed site (Indoor, Outdoor, Micro.)

Enforcement and measurement of procedures, process, and standards.  
Conduct field workhand measurements.

## **Wateen Telecom**

June 1st 2007 - July, 31 2007

### **Internee Engineer**

Worked at WATEEN Telecom as a Trainee Engineer in OFC (Optical Fiber Cables) Department, having experience of:

- Survey/Route Planning of OSP through Business Software (Google Earth)
- Coordination with Planning Department Laying of Optical Fiber Cable Project Management Supervision of OSP
- works testing of Optical Fiber cable through OTDR to determine Link length, Breaks, Joints, and Pressure Points. Testing through Power Meter/Light Source Preparation of BOQ (Bill of quantity) Coordination with different Vendors/Contractors PAT of New Links/Connectivity's supervision of jointing and splicing. Supervision of installation of FODF supervises installation of FODF at Wateen HUB Sites Islamabad.

## **Technical Skills and Trainings**

### **Certifications:**

- ✓ 2016- Shenzhen GrenTech RF Communication GCNA
- ✓ 2015 -GrenTech Pakistan NMS Delivery
- ✓ 2013-SMIS - SO-9001OHSAS 180001
- ✓ 2012-IBSCertificate
- ✓ 2011-GrenTech RF Technology
- ✓ 2009- GrenTech Pakistan Training Certificate
- ✓ 2008-GrenTechPakistan Repeaters Implementation
- ✓ 2011-Quality Auditing Management ISO 19011-2011
- ✓ 2015-Quality Management System on ISO 9001
- ✓ Commercial Acumen& Skills Communication Skills Facilitate diversity& awareness Financial acumen& s kills Fundamental Leadership Competence
- ✓ Leadership through cross-functional networks FTTX/IBS/DAS Market insight Contract Manage inexperienced in FTTX/IBS/DAS Projects Business understanding change & Improvement Management Skills Local laws &Regulation knowledge Negotiation& argumentation skills Sourcing practice, process & strategy knowledge.

### **International Exposure**

- ✓ Attended Training GCNA (GRENTech Certified Network Associate) at Shenzhen China.
- ✓ Participated in bidding process in Muscat for Nawras and OMAN TEL.
- ✓ Participated in bidding process in Etisalat at Kabul, Afghanistan.
- ✓ Participated in bidding process in KSA for Mobily Riyadh.
- ✓ Participated in bidding process in Gramin phone Dhaka Bangladesh.
- ✓ Participated in bidding process in Roshan Telecom at Kabul, Afghanistan.

### **Appreciations & Awards**

- Employer of the Month.
- Super Sales and Marketing Award
- IBS Champion Award (Year 2012)
- Best Employer of the Year 2014.
- Months' salary bonus on good Operations assistance in the rollout project
- Team player Award (Year 2016).
- Best Employer of the (Year 2016)

## **Computer Literacy**

- MS Office
- IT Essentials: PC Hardware and Software
- Diploma in Information Technology (DIT)
- Window 7, 8, 8.1, 10.
- Microsoft Visio 2003, 2013, 2016.



## **Education**

### **BS-Telecommunication**

**April, 2004 - December, 2009**

Sarhad University of Science & Information Technology

### **MBA Project Management**

**in Progress**

Bahria University Islamabad

## **Interests**

- ✓ Internet Browsing
- ✓ Reading
- ✓ Travelling

## **References**

Present if required from HR Section



# Cover Letter

My Name is **Mushtaq Khan S/O Nazar Hussain** bearing national ID card # **17301-0537481-5** I did Bachelor of Science in Telecommunication (4 Years) from Sarhad University Science & Information Technology Peshawar Pakistan and with ongoing MBA in Bahria University Islamabad. Currently I' am on Job with BelFone Communication., LTD in Pakistan at overseas department. Since October, 2020 on positions of Country Manager in BelFone. As far my experience is concerned I did work as Project engineer to Country Manager. I have technical background so it is very easy for me to handle technical queries from customers and solved them with good manners.

My total experience in field is 11 to 13 Years from roots to the management level.

I am 100 % confident that if companies provide any sort of opportunity I will be fit for that and proof myself as a good employee.

**Profound Regards,**

Mushtaq Khan

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